

APPROVED



# Academy of Collaborative Education

## Minutes

### Monthly ACE Board Meeting

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#### Date and Time

Friday January 12, 2024 at 12:00 PM

#### Location

505 Glenmar Avenue

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#### Directors Present

Amy Marcus, Anna Grimmert (remote), Carmen Parks (remote), Joellen Freeman, Kara Maggiore (remote), Latner McDonald (remote), Maddie Cannon

#### Directors Absent

Holly Allen, Matthew Fowlkes

#### Guests Present

Jessica Burkett

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

Maddie Cannon called a meeting of the board of directors of Academy of Collaborative Education to order on Friday Jan 12, 2024 at 12:00 PM.

#### C. Approve Minutes

Kara Maggiore made a motion to approve the minutes from December 2023 Board Meeting on 12-08-23.

Anna Grimmatt seconded the motion.

Quorum was present at 12:50.

The board **VOTED** to approve the motion.

## **II. Academic Excellence**

### **A. Hiring Process**

Joellen Freeman discussed the hiring process. Hiring packets are being developed and will be posted on indeed, facebook, LinkedIn, website and by word of mouth. Cover letter will be required answering "Why you want to work at ACE."

### **B. Enrollment and Student Applications**

Joellen Freeman discussed the enrollment process and the lottery process. Kara Maggoire stated to keep open seats available for incoming students rather than close a classroom and open to an additional grade level.

## **III. Facility**

### **A. Lending Status**

Maddie Cannon stated ACE is in the final stages of the finance package, currently waiting on Charter Contract from LDOE and updates from legal.

## **IV. Finance**

### **A. Checks and Balances.**

Reviewed checks and balances.

### **B. Grants and Potential Opportunities**

Joellen Freeman discussed the Charter School Growth Fund, the CSP Grant and the Monroe Garden Club Grant.

## **V. Fundraising**

### **A. Fundraising Committee Chair**

Matthew Fowlkes was absent, Maddie Cannon updated information regarding the campaign kickoff.

## **VI. Governance**

### **A. Board Documents**

Reviewed the playbook, roles and responsibilities, academic accountability, member recruitment, by-laws, statement of agreement and board calendar.

## **B. Charter Board By-Laws**

## **VII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:00 PM.

Respectfully Submitted,  
Maddie Cannon

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### **Documents used during the meeting**

- ACE Financial Statements - December 2023[15].pdf
- ACE.Board Planning.MC.2023-2025-2.xlsx
- ACE.BoardMemberRecruitment.MC.2023.docx
- ACE.AcademicExcellenceCommittee.MC.2023-2024.docx
- ACE.GoverningBy-Laws.December2023-2.pdf
- ACE.School Board Playbook.MC.2023-2.pdf
- StatementofAgreement.Board of Director.MC.2023.docx
- BoardCalendar.MC.2023-2024.docx